

National Board Minutes

**National Board Meeting Minutes
25 August 2003**

Las Vegas NV

25 August 2003

Contents

OPEN SESSION

<u>Action Agenda Items</u>	Page
1. CAP National Vice Commander Election.....Lt Col Palermo	5
2. Confirmation of CAP Corporate Officials Maj Gen Bowling	7
3. Proposed Change to CAPR 10-1.....Col Granville	9
4. Glider Tow Aircraft.....Col Murrell	11
5. Ratification of Regulations.....Col Kauffman	13
6. Electronic Publications of Regulations.....Col Flynn	15
7. Identification Decals for Corporate VansCol Murrell	16
8. Composite Squadron Naming.....Col Flynn	18
9. Designation of MemberCol Flynn	20
10. Field Grade Duty Performance Promotions.....Col Flynn	22
11. Showcase the 2005 & 2006 NCC	24
12. CAP Identification CardCol Kauffman	26
13. Funding for Mission Pilot Proficiency.....Col Brouillette	29
14. Change to CAP Specialty Track 211, Operations OfficerCol Payne	33
15. CAP Aircraft Minimum AltitudeCol Flynn	35
16. CAP Duty Day RequirementsCol Flynn	36
17. Certification BoardsCol Donley	38
18. Membership Information Management SystemCol Picker	42
19. Committee Reports.....	45
20. <u>Old Business</u>	52
1. CAPR 123-2	52
2. CAP Finance Officer	52
3. CAP Command Badge.....	52
4. Multi Year Renewals	52
5. Creation of New Specialty Track	52
6. Recision of CAPR 60-2	52
7. Standardized Corporate Aircraft Information File	52
8. Cadet Program Realignment.....	52
9. Standardized Checklists for CAP Aircraft.....	52
10. Rapid Response Teams.....	52
21. <u>New Business</u>	53
1. Col Porco Complaint	53
2. Electronic Signatures	53
3. Authorized Grade of Region Vice Commanders	54
4. Renaming of Leadership Ribbon.....	55
5. Wear of Current 3-Line Name Tag	55
6. Additional Business Day at the Summer National Board.....	56

Information Agenda Items

22.	Advanced Technology	Col Alexa	57
23.	Partnership with ExxonMobil Lubricants	Mr. Stephen Sunseri	58
24.	Chaplain "Status of the Force" Brief	Ch, Col Melancon	59

Administrative Announcements	Maj Gen Bowling	60
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ATTEST:

OFFICIAL:

J. ROCK PALERMO, III
Colonel, CAP
National Legal Officer

RICHARD L. BOWLING
Major General, CAP
National Commander

CIVIL AIR PATROL
NATIONAL BOARD MEETING
25 August 2003
Las Vegas NV

OPEN SESSION

CALL TO ORDER	Maj Gen Richard L. Bowling, CAP
INVOCATION	Ch, Col James H. Melancon, CAP
PLEDGE OF ALLEGIANCE	Col Larry D. Kauffman, CAP
SAFETY PLEDGE	Brig Gen Dwight H. Wheless, CAP
ROLL CALL	Mr. Al Allenback, HQ CAP/EX
NATIONAL COMMANDER REMARKS	Maj Gen Richard L. Bowling, CAP
SENIOR AIR FORCE ADVISOR REMARKS	Col George Vogt, USAF
EXECUTIVE DIRECTOR REMARKS	Mr. Al Allenback, HQ CAP/EX
SAFETY BRIEFING	Mr. Gary Woodsmall, HQ CAP/SE

NATIONAL BOARD

The National Board is comprised of the National Commander, Senior Air Force Advisor (also Commander, CAP-USAF), National Vice Commander, National Chief of Staff, National Finance Officer, National Legal Officer, National Controller, National Inspector General, National Chief of Chaplains Services, the 8 region commanders, and 52 wing commanders.

NATIONAL OFFICERS

MIDDLE EAST REGION

*Maj Gen Richard L. Bowling, CAP	National Commander
*Brig Gen Dwight H. Wheless, CAP	Nat'l Vice Cmdr
*Col George Vogt, USAF	Senior AF Advisor
*Col Larry D. Kauffman, CAP	Nat'l Chief of Staff
*Col Andrew E. Skiba, CAP	Nat'l Finance Officer
*Lt Col Rock Palermo, CAP (Acting)	National Legal Officer
*Col Joseph C. Meighan, Jr., CAP	National Controller
*+Col William S. Charles, CAP	National Insp. General
*+Ch, Col, James H. Melancon, CAP	Chief Chap.Services

*Col Charles S. Glass, CAP	Region Commander
Col Raymond E. Harris, CAP	Delaware
Col Lawrence L. Trick, CAP	Maryland
Col Franklin J. McConnell, Jr., CAP	National Capital
Col Harold J. Schaffer, CAP	North Carolina
Col Saul H. Hyman, CAP	South Carolina
Col Timothy J. Cramer, CAP	Virginia
Col Rodney F. Moody, CAP	West Virginia

NORTHEAST REGION

GREAT LAKES REGION

*Col Richard A. Greenhut, CAP	Region Commander
Col Karen K. Payne, CAP	Connecticut
Col Mitchell P. Sammons, CAP	Maine
Col Frederick B. Belden, CAP	Massachusetts
Col Margie L. Sambold, CAP	New Hampshire
Col Cornelius J. Flynn, CAP	New Jersey
Col Austyn W. Granville, Jr., CAP	New York
Col Allen Applebaum, CAP	Pennsylvania
Col Anthony L. Vessella, Jr., CAP	Rhode Island
Col James D. Rowell, CAP	Vermont

*Col William W. Webb, CAP	Region Commander
Col Jay R. Burrell, CAP	Illinois
Col Charles H. Greenwood, CAP	Indiana
Col Loretta L. Holbrook, CAP	Kentucky
Col Gary J. Mayo, CAP	Michigan
Col Michael J. Murrell, CAP	Ohio
Col Clair D. Jowett, CAP	Wisconsin

SOUTHEAST REGION

*Col Antonio J. Pineda, CAP	Region Commander
Col John E. Tilton, CAP	Alabama
Col Matthew R. Sharkey, CAP	Florida
Col Charles D. Greene, CAP	Georgia
Col John B. Wilkes, CAP	Mississippi
Col Milton Tomassini, CAP	Puerto Rico
Col James M. Rushing, CAP	Tennessee

ROCKY MOUNTAIN REGION

*Col Lynda C. Robinson, CAP	Region Commander
Col John R. Buschmann, CAP	Colorado
Col Bobby A. Picker, CAP	Idaho
Col Jan E. Van Hoven, CAP	Montana
Col Jack D. Butterfield, CAP	Utah
Col William R. Morton Jr., CAP	Wyoming

NORTH CENTRAL REGION

*Col Rex E. Glasgow, CAP	Region Commander
Col Russell E. Smith, CAP	Iowa
Col George M. Boyd, CAP	Kansas
Col Dale E. Hoium, CAP	Minnesota
Col Joe E. Casler, CAP	Missouri
Col Warder L. Shires, CAP	Nebraska
Col K. Walter Vollmers, CAP	North Dakota
Col Mary F. Donley, CAP	South Dakota

PACIFIC REGION

*Col Phillip S. Groshong, CAP	Region Commander
Col Robert L. Brouillette, CAP	Alaska
Col Larry F. Myrick, CAP	California
Col Stanley Y. Fernandez, CAP	Hawaii
Col Dion E. DeCamp, CAP	Nevada
Col Stephen A. Senderling, CAP	Oregon
Col Roy L. Stephenson, CAP	Washington

SOUTHWEST REGION

*Col Thomas L. Todd, CAP	Region Commander
Col John J. Varljen, CAP	Arizona
Col Reggie L. Chitwood, CAP	Arkansas
Col Rodney W. Ammons, CAP	Louisiana
Col James P. Norvell, CAP	New Mexico
Col Virginia P. Keller, CAP	Oklahoma
Col George H. Parker, CAP	Texas

*National Executive Committee 17 Members
*+ Non-voting NEC members

OTHER CORPORATE OFFICIALS

Mr. Al Allenback
Mr. Don R. Rowland
Mr. Paul J. Capicik
Mr. James L. Mallett
Ms. Susan Easter
Mr. John A. Salvador
Mr. Mike Stewart
Mr. James Shea
Mr. Stanley Leibowitz

Executive Director
Senior Director, Strategic Comm. & Plans
Chief Information Officer
Director, Leadership Dev. & Membership Services
Chief Financial Officer
Director, Operations
Director, Logistics & Mission Support
Director, Strategic Partnerships
General Counsel

AGENDA ITEM 1	XP	Action
SUBJECT: CAP National Vice Commander Election CAP/NLO – Lt Col Palermo		

INFORMATION BACKGROUND:

Per the Civil Air Patrol *Constitution and Bylaws*, Article XII, the National vice commander is elected annually.

The past election rules were as follows:

- The National Legal Officer confirms the individuals who had previously filed as candidates.
- Nominations are taken from the floor.
- Each candidate is given 10 minutes to make an election speech.
- After each speech, the National Board has 5 minutes to ask questions of that candidate.
- The order that the candidates speak is determined by a random drawing.
- The National Board votes by secret ballot.

PROPOSED NATIONAL BOARD ACTION:

That the National Board conducts an election for the office of National vice commander.

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS' COMMENTS:

None.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

None.

NATIONAL BOARD ACTION

LT COL PALERMO/ACTING NLO announced that three individuals had filed as candidates: Brig Gen Dwight Wheless, CAP, the incumbent National Vice Commander; Col Tony Pineda, CAP; and Col Angelo Porco, CAP. There were no nominations from the floor.

COL TODD/SWR moved and COL McCONNEL/NATCAP seconded that nominations be closed.

MOTION CARRIED WITH NO DISSENTING VOTES

By random selection, each candidate spoke for 10 minutes.

BY SECRET BALLOT VOTE, Brig Gen Wheless was elected for a third 1-year term as National Vice Commander. (The vote was: Brig Gen Wheless—46, Col Pineda—19, Col Porco—0, and 1 abstention).

AGENDA ITEM 2

XP

Action

**SUBJECT: Confirmation of CAP Corporate Officials
CAP/CC – Maj Gen Bowling**

INFORMATION BACKGROUND:

Per the *CAP Constitution and Bylaws*, Article XIII, the National Chief of Staff, the National Legal Officer, the National Finance Officer, the National Controller, the National Inspector General, and the National Chief of Chaplain Service shall be appointed by the National Commander, subject to confirmation by a majority of those voting at the current or next National Board meeting.

PROPOSED NATIONAL BOARD ACTION:

That the National Board confirms the individuals selected by the National Commander to fill the above offices.

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS' COMMENTS:

None.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

None.

NATIONAL BOARD ACTION:

MAJ GEN BOWLING appointed the following named corporate officials:

**Col Larry Kauffman—National Chief of Staff
Lt Col Rock Palermo—National Legal Officer
Col Don Angel—National Finance Officer
Col Joseph Meighan, Jr.—National Controller
Col William Charles—National Inspector General (3-year term)
Chaplain, Col, James Melancon—National Chief of Chaplains Services**

**COL GROSHONG/PCR moved and COL GLASGOW/NCR seconded the
PROPOSED NATIONAL BOARD ACTION.**

MOTION CARRIED WITH NO DISSENTING VOTES

COL ROBINSON/RMR moved and COL BOYD/KS seconded that the National Board vote to promote Lt Col Palermo to the grade of Colonel.

MOTION CARRIED WITH NO DISSENTING VOTES

AGENDA ITEM 3

LG

Action

**SUBJECT: Proposed Change to CAPR 10-1
NY Wg/CC – Col Granville**

INFORMATION BACKGROUND:

The Civil Air Patrol has been recognized by many personnel, both in and outside of the organization as the “CAP” or the “Auxiliary of the United States Air Force”. As we are privileged to be known by both of these titles, and given our expanding role in Homeland Security which places many of our personnel in direct contact with State and Federal Military organizations, as well as being an integral component of the “Total Force” along with the Air Force, Air Force Reserve and Air National Guard, such that many Military Personnel who are not familiar with “CAP”, but who can associate with our “Air Force Auxiliary” identity, that our official correspondence should also have the ability to be recognized as such.

PROPOSED NATIONAL BOARD ACTION:

That the National Board vote to approve the following change to CAPR 10-1:

In preparing either the Memorandum-Style or Business-Style Correspondence, the writer has the option of either of the signature elements as shown in the following examples:

**JOHN J. DOE, Colonel, CAP
Wing Commander**

OR

**JOHN J. DOE, Colonel, USAF Aux
Wing Commander**

ESTIMATED FUNDING IMPACT:

Cost of printing the change to CAPR 10-1.

CAP NATIONAL HEADQUARTERS’ COMMENTS:

HQ CAP – None.

CAP USAF will address this issue at the National Board meeting.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 10-1, *Preparing and Processing Correspondence*.

NATIONAL BOARD ACTION:

COL GRANVILLE/NY moved and COL HYMAN/SC seconded the PROPOSED NATIONAL BOARD ACTION.

COL GREENHUT/NER moved to amend, COL SKIBA/NATCON seconded the amendment to create a 3-line signature block, as follows:

First line--individual's name and CAP rank

Second line—USAF Auxiliary

Third line—title (i.e. Wing Commander)

MOTION TO AMEND DID NOT PASS

ORIGINAL MOTION DID NOT PASS

AGENDA ITEM 4

LG/DO

Action

**SUBJECT: Glider Tow Aircraft
OH Wg/CC – Col Murrell**

INFORMATION BACKGROUND:

Civil Air Patrol has become very aggressive with its glider program. More and more wings are being added to the program with the addition of SGS 2-33s from the Air Force Academy. Currently, most wings use C172, C182 and Maul 235 aircraft to tow their gliders. Each aircraft has had its particular set of problems with towing, none seem to be ideal for the job and many are also used for other flight operation requirements. A large number of SSA tow clubs have found high-powered, lightweight conventional aircraft to be ideal tow platforms. Although these types of aircraft require more experienced pilots, ideally, most who tow gliders fall into that category. Obviously, flight experience guidelines and CAPF 5 checkout procedures will have to be developed and implemented. Aircraft like the Piper Pawnee and similar aircraft should be fairly cost effective additions to the fleet.

PROPOSED NATIONAL BOARD ACTION:

That the National Board direct the Operations Committee to assign a sub-committee of experienced glider and tow pilots to work with the HQ CAP Operations Directorate for the purpose of looking into the feasibility of adding tow-capable, conventional aircraft for the dedicated purpose of towing corporate gliders by examining the cost of purchasing, rehabbing and integration into the fleet; pilot experience requirements; and required changes to applicable regulations and forms. Additionally, since they are highly specialized, the sub-committee must determine if USAF will allow these aircraft to be additions to the current authorized fleet. The report should be ready for the fall NEC meeting in preparation for the 2004 glider season.

ESTIMATED FUNDING IMPACT:

To be determined.

CAP NATIONAL HEADQUARTERS' COMMENTS:

National Headquarters concurs with the recommendation to send this to the committee.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 60-1, *CAP Flight Management*, CAPF 5, CAPR 66-1, *Aircraft Maintenance*.

NATIONAL BOARD ACTION:

COL MURRELL/OH moved and COL HOLBROOK/KY seconded the PROPOSED NATIONAL BOARD ACTION.

COL SKIBA/NATCON offered a friendly amendment to change the motion to read:

“That the National Board direct the Operations Committee to assign a sub-committee of experienced glider and tow pilots to work with the HQ CAP Operations Directorate for the purpose of looking into the feasibility of adding tow-capable conventional aircraft for the dedicated purpose of towing corporate gliders, as an addition to the fleet.”

MAJ GEN BOWLING stated a policy to set ground rules on amendments. “Let’s move away from friendly amendments. If there is a friendly amendment and it is acceptable to the movement and by the secondor, we then determine if there any objection by the board members—Yes or No. If so, then the chair will not accept a friendly amendment and will move to a formal amendment by voting to accept or reject the amendment. So, if you have a friendly amendment, then it has to be acceptable and if so then it becomes the thing that we are going to vote upon.”

There was clarification that Col Murrell and Col Holbrook accepted Col Skiba’s friendly amendment.

MOTION DID NOT PASS

AGENDA ITEM 5

LG

Action

**SUBJECT: Ratification of Regulations
CAP/CS – Col Kauffman**

INFORMATION BACKGROUND:

New Constitution Article XX became effective 27 Feb 01. This provision requires that in the normal course of events regulations shall be adopted and maintained by the national commander and shall be ratified by a majority vote of the national board.

The following regulations are ready for ratification:

R70-1	<i>CAP Acquisition Regulation Introduction</i>
R77-1	<i>Operation and Maintenance of CAP Vehicle</i>
R60-3	<i>CAP ES Training and Operational Missions</i>
*R60-5	<i>Critical Incident Stress Management</i>
R60-6	<i>CAP Counterdrug Operations</i>
R900-5	<i>Civil Air Patrol Insurance/Benefits Program</i>

Regulations will be sent out as a separate package.

PROPOSED NATIONAL BOARD ACTION:

That the National Board vote to ratify the proposed regulations.

ESTIMATED FUNDING IMPACT:

Cost of printing and distribution.

CAP NATIONAL HEADQUARTERS' COMMENTS:

These regulations have been staffed through CAP national committees, headquarters and CAP-USAF.

*Pending CAP-USAF approval.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

All CAP regulations.

NATIONAL BOARD ACTION

COL MURRELL/OH moved and COL BOYD/KS seconded that the National Board vote to ratify the following regulations:

CAPR 70-1	<i>CAP Acquisition Regulation Introduction</i>
CAPR 77-1	<i>Operation and Maintenance of CAP Vehicles</i>
CAPR 60-6	<i>CAP Counterdrug Operations</i>
CAPR 900-5	<i>Civil Air Patrol Insurance/Benefits Program</i>

MOTION CARRIED

FOLLOW-ON ACTION. Publication and distribution of regulations.

The following listed regulations withdrawn from consideration:

CAPR 60-3	<i>CAP ES Training and Operational Missions</i>
CAPR 60-5	<i>Critical Incident Stress Management</i>

AGENDA ITEM 6

LG

Action

**SUBJECT: Electronic Publications of Regulations
NJ/CC – Col Flynn**

INFORMATION BACKGROUND:

The publication of CAP regulations has lagged the adoption of the regulations by as much as several years. This causes confusion and non-compliance in the field. Publication of the regulations in paper format is expensive, and often multiple changes are adopted, some of which must be ratified by other bodies. A strategy of waiting until all items are resolved results in additional changes being approved before publication, which entails additional delay in printing.

PROPOSED NATIONAL BOARD ACTION:

That the National Board vote to establish electronically published regulations as the official regulation of the organization. The electronically published regulation shall be updated within 30 days of final adoption of any regulation change. Printed copies of the regulation are to be published when all the open regulation changes have final approval.

ESTIMATED FUNDING IMPACT:

Minor edition and web uploading costs. Some printing costs may be saved.

CAP NATIONAL HEADQUARTERS' COMMENTS:

Concur.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

All regulations and manuals.

NATIONAL BOARD ACTION:

COL FLYNN /NJ moved and COL KAUFFMAN/CS seconded the PROPOSED NATIONAL BOARD ACTION.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Implementation of policy and notification to the field.

AGENDA ITEM 7

LG

Action

**SUBJECT: Identification Decals for Corporate Vans
OH Wg/CC – Col Murrell**

INFORMATION BACKGROUND:

With the number of white vans in production today, trying to identify a CAP ground team in a white van from the air can be quite challenging and, at times, unsuccessful. Aircrews have long asked what could be done to make it easier to identify CAP vehicles. The answer may be in the decals we use on our aircraft. Using the large “CAP” and the “Bars & Prop” decals on the top of the van would give it a distinct identification and easier to see from a safe altitude.

PROPOSED NATIONAL BOARD ACTION:

The National Board approve a change to CAPR 77-1 allowing the placement of the current “CAP” and “Bars & Prop” aircraft decals on the top of vans used in ES ground operations.

ESTIMATED FUNDING IMPACT:

Funding would come from the corporate account.

CAP NATIONAL HEADQUARTERS’ COMMENTS:

Concur with the need to distinctly identify CAP vans. Do not recommend the use of decals.

The semi-permanent application of decals limits flexibility and levies an additional workload. The semi-permanent application of a decal limits the flexibility of ground team members. Ground team members have modified personal vehicles for ground communication duties and CAP has vehicles, other than vans, allowed for ground operations. CAP volunteers are required to remove all CAP markings from a vehicle when the vehicle is taken out of the CAP fleet. Applying and removing decals is time not available for training.

An alternative to decals is the use of varied colored magnetic appliqués. Appliqués:

- Differentiate CAP vehicles from other vehicles and also differentiate between CAP vehicles with the use of varied color schemes for each vehicle.
- Last longer than the useful life of a vehicle
- Provide flexibility among vehicles of various body styles
- Are easily applied and removed

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 77-1, *Operations and Maintenance of Civil Air Patrol Vehicles.*

NATIONAL BOARD ACTION:

COL MURRELL/OH moved and COL McCONNELL/NATCAP seconded that the National Board approve a change to CAPR 77-1 with the adoption of placement of a distinctive marking on corporate vehicles to be determined by the Corporate Vehicle Committee.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Referral to committee for action, implementation of policy, notification to the field, and change to CAPR 77-1.

AGENDA ITEM 8

LM

Action

**SUBJECT: Composite Squadron Naming
NJ/CC – Col Flynn**

INFORMATION BACKGROUND:

The term “Composite” in the name of units composed of both cadet and senior members is derived from the former Air Force composite group or wing, which denoted, for example, both fighters and bombers. To non-military members this term is meaningless and confusing.

PROPOSED NATIONAL BOARD ACTION:

That the National Board vote to establish the composite squadron as the default squadron form. Units may continue to use the title composite squadron, or may delete the word composite from its name. Change CAPR 20-1 paragraph 19 (c) to add at the end: The composite squadron is the default form of squadron. The word may be used in the name of the unit, or omitted. Change CAPR 900-1 paragraph 5(b)(3) Note: to replace “Composite” with “Cadet” and add at end: The word “Composite” will be used only if it is part of the formal unit name.

ESTIMATED FUNDING IMPACT:

Cost of printing changed regulations. Units can save \$18 per unit flag. Cost of processing form 27 for changes to delete composite from existing unit names. Alternately, an addition to the organizational contact application can add a checkbox to delete the word composite from a unit’s name.

CAP NATIONAL HEADQUARTERS’ COMMENTS:

CAPR 20-3, *Charters and Organization Actions*, requires the type of unit be a part of the squadron name; however, if the board decides to change this policy, National Headquarter has no objection. Additionally, CAPR 900-2 that requires the name and type of unit be included on squadron flags does make a provision for abbreviations. A number of publications refer to types of squadrons, and if this proposal is approved, request permission to change these references as the publications are routinely updated.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 20-1; *Organization of Civil Air Patrol*, CAPR 20-3, *Charters and Other Organizational Actions*, CAP 52-16, *Cadet Program Management*, and many others.

August 2003 National Board Minutes

NATIONAL BOARD ACTION:

COL FLYNN/NJ moved and COL GROSHONG/PCR seconded the PROPOSED NATIONAL BOARD ACTION.

MOTION DID NOT PASS

AGENDA ITEM 9

LM

Action

**SUBJECT: Designation of Member
NJ/CC – Col Flynn**

INFORMATION BACKGROUND:

The common forms of CAP membership are cadet member and senior member. The phrase senior member brings to mind retired “senior citizens”. This designation is not correct in connotation and causes a disincentive to cadets to transfer to adult membership. It also may inhibit acquisition of missions if the customer perceives CAP as being composed only of “senior citizens” and teenagers.

PROPOSED NATIONAL BOARD ACTION:

That the National Board vote to revise CAPM 39-2 to change the designation “senior member” to simply “member” and “cadet member” to “cadet”. The cadet change may be accomplished by adding at the beginning of paragraph 2-1, after “General.” “Members in this category will be referred to as cadets.” To effect the changes for senior members, paragraph 1-2, at the second bullet could be changed from “seniors:” to “adults:” Chapter 3 would be changed by replacing each instance of “Senior” with “adult”, and adding in paragraph 3-1 at the beginning after “General.” CAP adult members will generally be referred to as CAP Airmen, CAP Noncommissioned Officers, CAP Flight Officers or CAP Officers depending on grade, reference to CAP member without the words patron, cadet sponsor, or retired will be used to refer to all active CAP adult members regardless of grade. Many other regulations refer to “senior member”. These could be updated by simple deletion of “senior” in all instances when the regulation is first re-issued. Those manuals directly related to professional development should be updated promptly.

ESTIMATED FUNDING IMPACT:

Cost of Publication of CAPM 39-2, CAPM 50-17, CAPP 7, CAPP 50-8, and recruiting materials, changing computer programs, initial membership card and CAPF-2.

CAP NATIONAL HEADQUARTERS’ COMMENTS:

A similar agenda item (agenda item 10) was brought before the National Board at the winter 2003 meeting. The item failed with no affirmative votes.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

All CAP regulations, manuals, and forms referring to “senior member” or “cadet member”.

NATIONAL BOARD ACTION:

COL FLYNN/NJ moved that the National Board vote to revise CAPM 39-2 to change the designation “senior member” to simply “member” and “cadet member” to “cadet.”

THE MOTION DIED FOR LACK OF A SECOND

AGENDA ITEM 10

LM

Action

**SUBJECT: Field Grade Duty Performance Promotions
NJ/CC – Col Flynn**

INFORMATION BACKGROUND:

The present duty performance promotions require a combination of general eligibility, completion of professional development skill levels and time in grade. This has produced, on the part of the membership, an expectation of promotion through field grade for simply completing training and participating in some aspect of CAP life. This has generated advanced grade members who do not always have a well-balanced experience in CAP, may not have the educational background commensurate with military expectations for field grade, and may have no command experience or staff experience above unit level. (see further development in attachment)

PROPOSED NATIONAL BOARD ACTION:

That the National Board directs the professional development department to study and recommend changes to qualifications for duty performance field grade promotions to be presented at the winter National Board meeting. This will require appropriate educational, staff and/or command experience and cross specialty knowledge or qualifications for well balanced field grade CAP officers.

The following are provided as suggestions for possible inclusion in this study.

1) Revise CAPR 35-5 paragraph 11(a)(2) to add: Field grade applicants must have Associates or higher college degree or at least 60 hours of undergraduate credit, or CAP equivalent credit.

2) Revise paragraph 11(b) figure 2:

Major	Level III Advanced ES Qualification Basic Cadet Programs Badge	3 Years as captain 1 year as squadron commander or deputy squadron commander with at least 20 subordinates, group staff or above or project officer or department head of major wing or higher echelon activity (encampment, conference, etc)
Lt Col	Level IV Yeager Award ES ICS Chief Qualification	4 years as major 2 years as commander of over 50 member unit, or group commander or group deputy commander, wing director level staff or project officer of major wing or higher echelon activity

August 2003 National Board Minutes

- 3) Add CAPR 35-5 paragraph 11 to add: Note: college credit and time in post requirements may be waived until August 2006 for a single promotion.
- 4) Revise CAPR 50-17 to assign CAP credit hours to the various professional development courses. Provide for assignment of CAP credit hours to training events by wing and region commanders and HQ CAP staff.

ESTIMATED FUNDING IMPACT:

To be determined.

CAP NATIONAL HEADQUARTERS' COMMENTS:

Recommend that the Infrastructure Committee or Education and Training Committee deliberate and endorse the requirements for promotion to field grade rank. Headquarters can refine the recommended changes and present to the National Board for ratification.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR-35-5, *CAP Officer and NCO Appointments and Promotions* and CAPR-50-17, *CAP Senior Member Professional Development Program*.

NATIONAL BOARD ACTION:

COL FLYNN/NJ moved and COL GREENWOOD/IN seconded the PROPOSED NATIONAL BOARD ACTION.

After considerable discussion, the above motion was withdrawn, without objection, and a substitute motion was offered:

COL FLYNN/NJ moved and COL GREENHUT/NER seconded that the National Board vote to approve that the issue of education and experience requirements for all grades of CAP officers be referred to the Education and Training Committee for review and a recommendation back to the winter 2004 National Board.

MOTION DID NOT PASS

AGENDA ITEM 11

LM

Action

**SUBJECT: Showcase the 2005 & 2006 NCC
PCR/RMR/NCR/SER/CO/KY/NCAP/NY/OK/KY/FL**

INFORMATION BACKGROUND:

Each year the National Cadet Competition (NCC) is held to determine the best cadet drill and color guard teams in the country. In the recent past the competition has been held at Maxwell AFB, the Air Force Academy and Wright Patterson AFB. Starting in 2005 we propose that the competition be held in the Washington DC (WDC) area. By locking in the general location now the national staff will have ample time to select and coordinate with MER and Nat Cap wing support for the competition.

Why hold the NCC in WDC? It has become abundantly clear that our outstanding cadets do not receive the visibility or media attention that they deserve for their years of very hard work to prepare themselves for this intensely competitive event. By holding the NCC in the WDC area we have a much better opportunity to showcase these outstanding young men and women to those outside the CAP. National political leaders, congressional leaders and staff, senior Air Force leaders and thousands of Americans, both residents and tourists in our Nation's Capital will be introduced to the CAP cadet program. It is time that our outstanding cadets and the CAP get more recognition and exposure during this event.

By selecting the WDC area for the 2005 NCC, National Staff will have enough lead-time to explore venue options, as well as, project the cost of the activity. Additionally, the 2006 NCC in WDC could easily tie in with CAP's 65th anniversary.

PROPOSED NATIONAL BOARD ACTION:

That the National Board direct national headquarters staff to work towards holding the 2005/2006 National Cadet Competition in the Washington DC area and to advise the National Board of the progress, prospects and projected costs of this event at the winter National Board meeting in March 2004.

ESTIMATED FUNDING IMPACT:

To be determined.

CAP NATIONAL HEADQUARTERS' COMMENTS:

National Headquarters welcomes the opportunity to showcase the National Cadet Competition in Washington DC. We are sensitive to the logistical and financial concerns of moving this event to such a location and stand ready to advise the board with the prospects and projected costs. We will work closely with the cadet programs committee and various other stakeholders to deliver a joint feasibility study by the March 2004 meeting.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

To be determined.

NATIONAL BOARD ACTION:

COL GROSHONG/PCR moved and COL KAUFFMAN/CS seconded the PROPOSED NATIONAL BOARD ACTION.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION. Staffing at National Headquarters. There was a suggestion that the feasibility study include marketing and promotional costs.

AGENDA ITEM 12

LM

Action

**SUBJECT: CAP Identification Card
CAP/CS – Col Kauffman**

INFORMATION BACKGROUND:

The May 2003 NEC asked National Headquarters to investigate the possibility of combining the current CAP photo ID card, CAP Form 19, with the other qualification cards members are issued. This card would contain all the information on the 101 card, CD 101 card, CAP driver's license and the ROP card. A plastic membership card issued by National Headquarters will still be required to provide proof of current membership.

The all-in-one card has been designed so that it can be printed at any level. The information printed on the card is controlled by the information contained in the National database and only those ratings, privileges currently authorized will print on the card.

The proposed design also has a section for the member's picture. If the member's picture is in the master database it will automatically print on the card. If the member does not have access to the equipment necessary to scan a photo, they may use a 1 x 1 passport type picture and paste it on the card. If some type of picture is not available a CAP seal will appear in the space. The card should be laminated to protect the information.

PROPOSED NATIONAL BOARD ACTION:

That the National Board approve the all-in-one card with a one-year phase in period beginning 1 January 2004. All 101 cards, ROP cards and CAP drivers license will be obsolete 31 December 2004.

The National Board approve one of the following two options concerning the current plastic membership card:

1. Plastic card remains as is with no picture until the USAF provides an answer to the DoD card issue.
2. Plastic membership card is redesigned to print a digital picture, if available, and funds be set aside to purchase the necessary photo printing equipment. Photo membership cards would be issued beginning 1 June 2004.

ESTIMATED FUNDING IMPACT:

The cost of paper and laminating for the all-in-one card will be born locally, but should be minimal. Special paper is not required. If the photo on the plastic membership card is approved, funds in the amount of approximately \$100,000 would need to be allocated for the necessary equipment.

CAP NATIONAL HEADQUARTERS' COMMENTS:

None.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 39-2, *Civil Air Patrol Membership*.

NATIONAL BOARD ACTION:

COL KAUFFMAN/CS moved and COL GROSHONG/PCR seconded the PROPOSED NATIONAL BOARD ACTION.

After some discussion, this motion was withdrawn.

COL McCONNELL/NATCAP moved and COL OPLAND/MD seconded a motion to split the two parts of this agenda item and that the National Board vote on them individually.

MOTION TO SEVER CARRIED WITH NO DISSENTING VOTES

PART I

COL OPLAND/MD moved and COL MURELL/OH seconded that the National Board approve the all-in-one card with a 1-year phase in period beginning 1 January 2004. All 101 cards, ROP cards, and CAP drivers license will be obsolete 31 December 2004.

MOTION DID NOT PASS




PART II

COL OPLAND/MD moved and COL GREENWOOD/IN seconded that the National Board approve option 2—Plastic membership card is redesigned to print a digital picture, if available, and funds be set aside to purchase the necessary photo printing equipment. Photo membership cards would be issued beginning 1 June 2004—with continuing efforts of getting Air Force support for access.

COL GROSHONG/PCR moved and COL McCONNELL/NATCAP seconded that the National Board vote to table until the November 2003 NEC for further study by the National Headquarters staff to allow staff sufficient time to recommend another proposal.

MOTION TO TABLE CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION. National Headquarters staff action and inclusion in the November 2003 NEC agenda.

<p>Civil Air Patrol Auxiliary of the United States Air Force NER-NH-032</p>   <p>CAPID 123225</p> <p>Maj Darin Ninness HT: 72 WT: 210 Eyes: Blue Hair: Blond</p>  <p>Qualification/Certification Card</p>	<p>CAP Member 123225 is Qualified in Areas shown until Expiration date Issue Date: 30-Apr-2003</p> <table border="1"><tr><td>GES</td><td>1/1901</td></tr><tr><td>GTL</td><td>11/2003</td></tr><tr><td>GTM</td><td>11/2003</td></tr><tr><td>UDF</td><td>11/2003</td></tr><tr><td>MRO</td><td>11/2003</td></tr></table> <p>*Indicates Supervised Trainee Status</p>	GES	1/1901	GTL	11/2003	GTM	11/2003	UDF	11/2003	MRO	11/2003
GES	1/1901										
GTL	11/2003										
GTM	11/2003										
UDF	11/2003										
MRO	11/2003										

AGENDA ITEM 13

DO

Action

**SUBJECT: Funding for Mission Pilot Proficiency Under New A-12 Mission Code
AK Wg/CC - Col Brouillette**

INFORMATION BACKGROUND:

Prior to 1978, it has been reported that the United States Air Force funded up to four (4) flight hours for each mission pilot for proficiency, per month. The benefits received from this extended to the USAF, the CAP, and to the "customer". The most frequent "customer" at that time was the local community, United States Air Force, and other agencies.

CAP benefited from the improved proficiency of the crews and within an increased safety record. Increase in safety simply resulted in a decrease in accidents/incidents. It has been studied, demonstrated and hence reasonable to conclude, that a crew that trains frequently will be safer. Increased training activity included the added benefit of having greater versatility for each participating pilot crewmember. In locations where the wing has multiple types and groups of aircraft, each pilot was able to maintain the proficiency to be able to pilot any aircraft available. This resulted directly in an increase of the ability of the CAP to respond rapidly to any mission requirement. Least of all, the direct benefit was the activity placed on all the airframes. Increased training meant increased aircraft usage. In addition, frequent flight activities meant increased visibility and acted as a co-incidental recruiting tool.

The USAF benefited in that aircrews in training meant an aircraft was in the air and properly crewed. This saved the Rescue Coordination Center (RCC), or other Search and Rescue (SAR) authority, delays in locating pilots and observers to respond. Average response time from telephone call to airborne has typically been 1-3 hours. An aircraft already airborne can respond without delay. Added training meant the crews could respond to any mission need, while airborne, without the need to search for a qualified pilot before the real search could begin. This included not only unusual topography, but also, marginal and IFR weather conditions.

"Customers" that consisted of local SAR authorities, law enforcement, CAPLOT (CAP Live Organ Transport), and life preserving entities, (i.e.-Red Cross), were reasonably assured of crews that could respond expeditiously to their needs/requirements in critical situations. Crews were familiar with the peculiarities of unusual missions such as CAPLOT, Disaster Relief (DR) missions, and could carry through to completion with a greater assurance of a positive outcome.

The foregoing resulted because of the frequency of training. It is reasonable to anticipate and expect an equally positive or better outcome for the proposed effort. The complexity and diversity of missions that CAP now prosecutes, necessitates a return to regular and frequent training. To have this activity reach an effective and credible level again, some support for this must come from the USAF and/or CAP resources. CAP members/personnel have demonstrated an energetic participation and eagerness to serve when called upon. At present, pilots must pay for their own proficiency/training, SAR exercises (SAREXs) notwithstanding. Additional funding would add increased

opportunity to maintain a higher level of competency than that which currently exists. Though the detailed safety statistics are not readily available, it is easy to see a trend toward an adverse record since this training activity ceased. As a final note on the issue of safety, it should be realized that aviation, industry wide, has already recognized the importance of regular frequent training. This is exemplified in the USAF itself, as well as the other military branches, the FAA, civilian commercial aviation and aviation safety organizations such as AOPA Air Safety Foundation, Flight Safety International and many more. In all these instances, emphasis is placed on continuing education and regular flight training.

Examples of agencies we serve that recognize the obvious benefit to frequently training are the U.S. Customs and the DEA. Funding for the training is recognized by the U.S. Customs Service as a significant benefit to the Counterdrug (CD) program. As such, qualified CD mission pilots have been allowed to complete their CAP Form 5 check-rides and proficiency training in conjunction with U.S. Customs Service missions. However, only qualified CD mission pilots in wings that have a strong CD program can utilize this benefit.

PROPOSED NATIONAL BOARD ACTION:

That the National Board approves a formal petition/request to the USAF for a return to the funding of proficiency hours/training for CAP Form 5 mission pilots. If the USAF is unable to commit to funding, then an alternative source needs to be found. The funding would be limited to CAPF 5/ 91 mission pilots only. The funded training would be limited to the four (4) hours per calendar month that is currently covered under mission B-12. The funding should be based on the most complex aircraft in the highest group, that any given mission pilot may be qualified in. The funding should be used to promote and produce a high level of proficiency that would result in a positive impact on safety and mission readiness. Monitoring the expenditures would be the responsibility of each wing, as is the current practice for SAREXs. Guidelines for training criteria already exist in the current CAPR 60-1(E) attachment 7, as "Self-Conducted Proficiency Flight Guidelines", and attachment 9, "Additional Proficiency Flying Training for SAR/DR/CD Mission Pilots".

ESTIMATED FUNDING IMPACT:

Funding impact on the CAP should be minimal if supported by the USAF in total. If not, then it is proposed that 40% of SAREX annual funding be designated for this purpose. The management of this funding would be at the wing level. Additional comment/modification to the current CAP regulation 60-1, and other admin processes may create a one-time expense. Current mission-finance procedures would be employed for this type of activity.

CAP NATIONAL HEADQUARTERS' COMMENTS:

Research into this proposal indicates the state of Alaska funded proficiency flying for AK wing pilots in the 1970s and not the USAF. CAP currently has 3,034 SAR/DR mission pilots. Funding 48 hours per year (4 hours/month x 12) for these pilots at \$90 average per flight hour (includes fuel + minor + major maintenance expenses) would cost \$13.1M.

CAP's yearly budget for Air Force mission training (formerly SAR/DR training) is \$1.6M. If CAP used 40 percent of this budget to fund proficiency flying, it would mean each of the 3,034 mission pilots would be able to fly 3.3 hours of funded proficiency annually. Since these hours will be taken from the same training funds these pilots are already using, there does not seem to be a benefit in pursuing this option.

In CAP's Homeland Security Concept of Employment, CAP has requested additional training funds. If DoD and DHS approve CAP's HLS role and provide funding to support it, CAP will have an increased ability to provide more funded training for our members.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 60-1, *CAP Flight Management*, should include a notation in chapter 3, 3-8 under "Proficiency Requirements for CAP Pilots", addressing the requirement for participation and reporting of activity. Current CAP Form 108 would be used for reporting flight activity. An "A-12" mission symbol would be used for USAF funded activity in contrast to "B-12" for non-funded. Otherwise, no changes to current forms or publications would be required.

Current wording of cited regulation:

"3-8. Proficiency Requirements for CAP Pilots. Pilots are encouraged to maintain currency and proficiency by accomplishing a self-conducted proficiency flight as described in attachment 7 at least once every 90 days (C-1 mission symbol)."

Recommend change as follows:

"3-8. Proficiency Requirements for CAP Pilots. All pilots are encouraged to maintain currency and proficiency by accomplishing a self-conducted proficiency flight as described in attachment 7 at least once every 90 days (C-1 mission symbol). **CAP SAR/DR and CD Mission Pilots shall complete a minimum of four (4) training hours per month.**

- a. **Training criteria will be IAW attachment 7 and attachment 9 to this regulation.**

August 2003 National Board Minutes

- b. Reporting of flight activities will be made on attachment 11, "Flight Training Checklist".
- c. Re-imbursement shall be made via CAP Form 108 with attached fuel receipt, and completed training checklist. Training checklists shall be reviewed by the appropriate squadron commander or stan/eval officer for the squadron.
- d. It is the responsibility of each mission pilot to maintain a record of training IAW this regulation, and will be reviewed annually by the CAP Mission Check Pilot for CAP Form 91.
- e. Any mission pilot not in compliance with this requirement will have his or her CAP Form 91 status suspended until current.
- f. Those mission pilots that fall out of compliance shall not participate in any CAP flight activity until such time, at their own expense, they complete a flight check with a CAP instructor, CAP check pilot, or other individual that is qualified to conduct a flight check.

NATIONAL BOARD ACTION:

This item was withdrawn from the agenda.

AGENDA ITEM 14

DO

Action

**SUBJECT: Change to CAP Specialty Track 211, Operations Officer
CT Wg/CC – Col Payne**

INFORMATION BACKGROUND:

CAPP 211, specialty study guide for the operations officer specialty training program states, in paragraph 3.b (4) one of the performance requirements to obtain the technician rating for this specialty is “complete the technician rating requirements for flight operations...and standardization/evaluation, CAPP 212.” In order to complete this requirement, i.e., obtain the stan/eval technician rating, the individual must pass the requirements of the CAPP 212 paragraph 3.a (2), which requires that the individual be a current, and active FAA certified flight instructor (CFI).

It does not appear to be necessary for an operations officer, up to and including national level, to serve extremely effectively without knowing how to teach people how to fly an airplane (which is what a CFI is trained to do). This is indeed a very valuable skill for a stan/eval officer, and a stan/eval officer is, in turn, a very valuable member of the operations officer's staff. But, it does not logically follow that an operations officer needs to be a stan/eval officer and hence a flight instructor. This requirement effectively prevents otherwise highly qualified and competent personnel from pursuing the operations specialty track.

PROPOSED NATIONAL BOARD ACTION:

That the National Board vote to approve the deletion of the requirement for individuals pursuing the operations officer specialty-training track to be FAA certified flight instructors, by specifically eliminating this specific requirement from the requirements of the CAPP 211 specialty track for the operations officer specialty.

ESTIMATED FUNDING IMPACT:

The costs associated with changing CAPP 211 and distributing the changed document to the field.

CAP NATIONAL HEADQUARTERS' COMMENTS:

National Headquarters concurs with this proposal.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

CAPP 211, *Specialty Track Study Guide-Operations Officer*.

NATIONAL BOARD ACTION:

COL PAYNE/CT moved and COL MYRICK/CA seconded the PROPOSED NATIONAL BOARD ACTION.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Staff implementation of policy change, notification to the field, and change to CAPP 211.

AGENDA ITEM 15

DO

Action

**SUBJECT: CAP Aircraft Minimum Altitude
NJ/CC – Col Flynn**

INFORMATION BACKGROUND:

CAPR 60-1 paragraph 2-19(c)(3) has been written without taking into consideration the needs of disaster relief and homeland security missions. When taking aerial photographs, it is often necessary to descend to acquire photographs from different angles, or to correct for inadequate quality photographs taken on the first pass. The present language does not permit this.

PROPOSED NATIONAL BOARD ACTION:

That the National Board vote to revise the last sentence of CAPR 60-1 paragraph 2-19(c)(3) to read as follows: "Once a target has been identified the CAP aircraft will return to 800 feet terrain clearance or the minimum operational altitude specified by command, and will not descend again except for *bona fide* mission requirements."

ESTIMATED FUNDING IMPACT:

To be determined.

CAP NATIONAL HEADQUARTERS' COMMENTS:

NHQ recommends that the applicable sentence be reworded to read: "Once a target has been identified and aerial photographs (if required) are taken, the CAP aircraft will return to 800 feet terrain clearance or the minimum search altitude specified by the IC and will not descend again except to identify a new target."

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 60-1, *CAP Flight Management*.

NATIONAL BOARD ACTION:

This item was withdrawn from the agenda and referred to the Operations Committee.

FOLLOW-ON ACTION: Referral to the Operations Committee.

AGENDA ITEM 16

DO

Action

**SUBJECT: CAP Duty Day Requirements
NJ/CC – Col Flynn**

INFORMATION BACKGROUND:

The duty day limitations of CAPR 60-1 paragraph 2-15 have been written in language that severely restricts the evening availability of CAP SAR pilots. If a pilot starts his or her weekday employment at 0800 hours and finishes at 1600 hours, that pilot will not be available for any reasonable mission after 1830 hours irrespective of whether the pilot has spent the time between 1600 hours and 2000 hours relaxing or even sleeping. Additionally, pilots who work “splits” 0530 - 0930 hours and 1500 - 2000 hours, for example, will never be able to fly for CAP on weekdays, since there is no 10 hour “off duty” period from Monday through Friday. For persons working “splits” the 1000 hours to 1500 hours period would pose no crew rest hazard. “Splits” are common in the restaurant and other industries.

PROPOSED NATIONAL BOARD ACTION:

That the National Board vote to change CAPR 60-1 paragraph 2-15 starting at the second sentence to read: The crew duty period begins when reporting for work or CAP duty (whichever occurs first) and ends upon engine shutdown at the completion of flight activity. Periods when the pilot is neither signed onto a mission and physically removed from the command post or base, nor employed at work, are not counted towards the duty day period, but do not reset the duty time total. At least a nine-hour crew rest period is required to reset the duty daytime total.

ESTIMATED FUNDING IMPACT:

None.

CAP NATIONAL HEADQUARTERS’ COMMENTS:

Change 3 to CAPR 60-1 increased the crew duty day to 16 hours when the wing commander deems it appropriate and operational risk management considerations have been evaluated. NHQ recommends no further changes to the crew duty day limitations.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

CAPR 60-1, *CAP Flight Management*.

NATIONAL BOARD ACTION:

August 2003 National Board Minutes

This item was withdrawn from the agenda and referred to the Operations Committee.

FOLLOW-ON ACTION: Referral to the Operations Committee.

AGENDA ITEM 17

DO

Action

**SUBJECT: Certification Boards
SD Wg/CC - Col Donley**

INFORMATION BACKGROUND:

A policy letter dated 29 July 2002 directed all units to establish Mission Crew Certification Boards. These boards were to consist of unit commanders, unit safety officers and one other evaluator. The goal was to ensure that emergency services leaders fully appreciated the special trust and responsibilities placed on them.

PROPOSED NATIONAL BOARD ACTION:

That the National Board vote to replace the review board concept with more feasible measures. Further comment and some possible alternatives are attached.

ESTIMATED FUNDING IMPACT:

In wings with sparse populations and small squadrons, the lack of qualified briefers or evaluators at the squadron level is a problem. To then conduct proper certifications, the boards need to convene at wing functions and this steals precious time from other important tasks. The same goal might be achieved by other means.

CAP NATIONAL HEADQUARTERS' COMMENTS:

Recommend this item be sent to the operations committee.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

NATIONAL BOARD ACTION:

This item was withdrawn from the agenda and referred to the Operations Committee.

FOLLOW-ON ACTION: Referral to the Operations Committee.

Discussion:

While the National Commander states in his memo that he does not want the certification board procedure to become an administrative burden, it is having precisely this effect in SD Wing where we have a low CAP population that is widely dispersed. This procedure is laid on top of a very difficult and demanding transition to the ICS structure and new qualification procedures, which are expected to significantly reduce the number of qualified ES personnel. Some personnel will simply not make the effort to change and drop out. In addition, burdensome new safety training requirements have been imposed that are repelling all but the most devoted long-time members. This new certification board requirement is hitting at a time when the level of regulation in C.A.P. is having an adverse effect on both recruiting and retention.

In developing new regulation, the corporation must keep in mind that 100 % of the administrative burden associated with CAP's growing volume of rules, falls on perhaps 10 % of the membership – usually those who have made a serious long-term commitment to stay with the program. Therefore, the impact of new regulation is much heavier in a wing with 400 total members than in a wing with 4000 members. Regulatory proposals should always be based on the cost to the smallest wings.

Furthermore, the directive makes the assumption that commanders and safety officers at the unit level are the most qualified and experienced in emergency services. This is not always the case. There are cases in smaller units where the commander has few or no emergency services qualifications and may even be relatively new to the program. In order for a member in an ES leadership position to get a proper review, it is often necessary to wait for a funded wing event where appropriately qualified personnel are present from across the state. However, to conduct these boards, time is then taken away from other critical training.

Other options may be much more feasible to implement. In his memo of July 2002, the National Commander directs check pilots and instructor pilots to review a special message on the national website. Why not expand this concept to all ES leaders? Another option would be to develop a new Statement of Understanding that would have to be signed by ES leaders on initial certification. A sample of such a document is attached for review. A third option would be to use our present system of authorized ES Evaluators and have them conduct a briefing on the special responsibilities of high-level ES positions. This could simply be added to the appropriate CAPF-101T.

In any case, the current certification board process, if written into permanent regulation, will act to further dissuade new members from joining and long-standing members from renewing. It is simply not very feasible in a wing where some units are built around a single family and that family is a large percentage of the total unit membership.

Attachment

STATEMENT OF UNDERSTANDING

RESPONSIBILITIES OF AN EMERGENCY SERVICES LEADER

[To be completed by candidates for Incident Commander, Section Chief, Branch Director, Ground or Air Team Leader]

[Submit this statement along with your CAP Form 100 and supporting documentation.]

I am applying for certification in the position of:

As I complete the training for a leadership position within the Emergency Services mission assigned to the United States Air Force Auxiliary, I acknowledge my new higher level of responsibility.

- * *The safety of personnel under my command will be paramount in any action I take.*
- * *The safety of my personnel takes precedent even over the life of a victim.*
- * *I will never commit my personnel to field tasks for which they are insufficiently trained or improperly equipped.*
- * *I will never take liberties or stretch the interpretation of operational restrictions dictated by regulation or command authorities, unless a life is clearly in imminent danger.*
- * *I will exercise my skills and practice my craft regularly, striving for as high a level of professionalism as possible and, in such, will lead by example.*
- * *In my demeanor and personal appearance, I will represent Civil Air Patrol to the public and to authorities of other agencies as an organization of high motivation and great skill.*
- * *I will be vigilant to recognize early any signs of stress or fatigue in individuals under my authority and take immediate action to help them.*
- * *I will be especially mindful as a leader that the aircraft, vehicles or other equipment charged to my use are fully functional and undamaged prior to being employed and remain in that condition.*

These additional leadership responsibilities I do willingly accept.

August 2003 National Board Minutes

Signature: _____

Date:

Printed or typed name:

AGENDA ITEM 18

IT

Action

**SUBJECT: Redirection of Mission Support and Overhaul of
Membership Information Management System
ID Wg/CC – Col Picker**

INFORMATION BACKGROUND:

Over the past three years the National Offices of Mission Support (MS) have been working to bring on-line a functional national database system known as the Flight Management System (FMS) which was later changed to become part of the Membership Information Management System (MIMS). This database system has been in a continual state of upgrading, fixing and maintenance since it was introduced to the Civil Air Patrol (CAP) membership. This continuous changing has not produced the required functionality and ease of use into the system nor has it provided needed services to the field to make it a beneficial tool for the wings, groups, squadrons or flights. This database is not a user-friendly system as advertised and promoted by the national staff.

PROPOSED NATIONAL BOARD ACTION:

1. It is proposed that the National Board approve a vote of no confidence in the MIMS to provide day to day operational support to units at region level and below and the National Board directs the Executive Director to take immediate action to correct deficiencies in the program in order to restore the confidence of the National Board and membership in the MIMS.
2. It is further proposed that the National Board direct the Mission Support (MS) staff to immediately (within 30 working days) provide for direct links of all MIMS database information and files for download and upload to region or wing initiated programs such as the Wing Management Utility (WMU) database where their design and functionality can immediately enhance the functionality of the MIMS. Programs such as the WMU would become the front-end interface for the MIMS.
3. It is further proposed that the National Board direct that within the next 6 months the National staff complete a redesign and upgrade of the MIMS to include all features of the WMU plus those features desirable for the National Headquarters staff under the direction of Mr. Pete Anderson.
4. It is further proposed that the National Board approve that any and all requirements in-place or proposed which requires that units below the National Level utilize the MIMS for day to day operations be suspended or dropped until a functional database is thoroughly tested and ready for deployment by a broad spectrum of wings, groups, squadrons and flights. The test group for an upgraded system must include as a minimum at least one wing from each region with five squadrons from each wing.

August 2003 National Board Minutes

5. It is further proposed that the National Board direct that a complete accounting and disclosure of the man-hours, hardware and software costs that have been sunk to date in the MIMS be provided to the National Board separate from the normal budget process.

ESTIMATED FUNDING IMPACT:

To be determined.

CAP NATIONAL HEADQUARTERS' COMMENTS:

Recommend that the CAP process/workflow change and automation development (including MIMS) continue with the current strategy. For several years this deliberate and methodical path has moved CAP's IT journey toward a coordinated and integrated set of online application modules that meet the corporate STEP long term objectives, the CAP/AF Statement of Work requirements, and the mission and business needs of the organization. Our National Commander has supported and explained the plan in *CAP NEWS* articles, and several rounds of National Board and NEC discussions have reviewed the direction and pace of this effort with recommendations to continue forward toward the approved goal. Coordination continues to minimize the member migration impact between the national system and the many field-developed applications. The national system is now truly an enterprise effort among field, staff and contractors working on several simultaneous projects to bring forth an integrated, streamlined change to CAP processes. Many wings are now on board with this effort, testing, identifying system shortfalls, and making recommendations for enhancement. Every wing is welcome and encouraged to provide member expertise to help steer this effort. Several processes have already been streamlined and automated with many more poised to come online. Recommend maintaining the course with leadership encouragement of member preparation for and participation in the changes that must come. An ad hoc screening committee to review field concerns, discuss current services, and recommend future project priorities may help facilitate the way ahead.

MIMS (FMS) facts as of 25 July 2003:

- Three quarters of a million records representing over 33,000 ES specialties are currently in the FMS portion of the MIMS database.
- About 50% of the nation-wide ES records are estimated entered into MIMS.
- An initial download of FAA medical and certificate records completed.

COMMITTEE RECOMMENDATION:

None.

REGULATIONS AND FORMS AFFECTED:

None.

NATIONAL BOARD ACTION:

COL PICKER/ID moved the PROPOSED NATIONAL BOARD ACTION.

MAJ GEN BOWLING pointed out that an ad hoc committee, chaired by Col Glass, has already been appointed to look at some of the issues raised in the motion.

COL VARLJEN/AZ moved and COL GLASGOW/NCR seconded that the National Board vote to table and allow the committee time to continue working the issues and report to the 2004 winter National Board meeting.

MOTION TO TABLE CARRIED

FOLLOW-ON ACTION: Continued committee action and inclusion in the 2004 winter National Board agenda.

AGENDA ITEM 19

XP

Action

**SUBJECT: Committee Reports
CAP/CC – Maj Gen Bowling**

Committees

1. Finance Committee

Col Skiba

(a) Reference Old Business, Item 4. Multi Year Renewals (Agenda Item 17-5, March 2003 National Board.

COL SKIBA, committee chair, moved that the National Board vote to set up an automatic renewal membership process via credit card authorization.

MOTION CARRIED

FOLLOW-ON ACTION. Implementation of policy and notification to the field.

(b) Budget.

COL HOLBROOK/KY made reference to Col Skiba's statement that he had no budget at this time, and asked when the board would be getting that report.

MAJ GEN BOWLING stated that the Board of Governors has already approved the current budget.

COL SKIBA/NFO stated that the only change is that the Chief Financial Officer and headquarters staff does a periodic review of the budget and, based on surpluses, they will make minor adjustments to the budget. That is the only report. There was basically an informational handout on those major adjustments after a periodic review.

2. Development Committee

Col Bonner

COL BONNER briefed the development committee report. He presented four items concerning the new blue CAP distinctive uniforms for consideration by the National Board:

(a) COL BONNER, committee chair, moved that the National Board approve the proposal to produce a Region Staff College coin available for presentation.

MOTION CARRIED

FOLLOW-ON ACTION: National Headquarters staff action to design and procure he approved coin.

(b) COL BONNER, committee chair, moved that the National Board approve the proposal to determine what type of nametag should be worn on service coat.

Following discussion and a recommendation that the proposal go back to committee for the development of several prototypes, as well as allow more time to pursue an Air Force-style name tag with Air Force officials, this motion was withdrawn.

(c) COL BONNER, committee chair, moved that the National Board approve the proposal to allow advanced promotion for individuals with professional qualifications serving as Finance Officers.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Implementation of policy, notification to the field, and change to regulation.

(d) COL BONNER, committee chair, moved that the National Board approve the proposal to authorize a CAP command badge.

MOTION CARRIED

FOLLOW-ON ACTION: National Headquarters notification to the field and procurement of the command badge

3. Operations Committee **Col Angel**

COL ANGEL gave the following report: "The current Operations Committee has been in progress for 5 months. We have considered 28 different taskings. There are 14 members on the committee. There were 15 taskings to review at this board. About half of those have been resolved with other issues. The other half are either pending or they are items that are of not great argumentative interest. And those things that we need to report to the board we will simply do in writing. Since I won't be up here as Operations Committee Chairman next time, thank you all for your cooperation. I am glad that we got these action items rolling so quickly."

4. Education & Training Committee **Col Convery**

There was no report.

5. STEP Committee **Col Anderson**

COL ANDERSON presented a slide briefing (Atch 1). He stated this was his closing report on this committee process. He added, "As you know we have been at this for a little over 2 years. It really accelerated last September with our first STEP committee meeting in Atlanta. Then in January we had a national

vision retreat at which we made final adjustments to it. We then briefed it to the National Board in March where it was approved for briefing to the Board of Governors. They approved it at their meeting in Washington, DC, on 3 June. So what I will present to you today is the refined version of this and consists of six slides.”

COL KAUFFMAN/CS moved and BRIG GEN WHELESS/CV seconded that the National Board accept the Strategic/Tactical Evaluation & Planning Committee report.

MOTION CARRIED WITH NO DISSENTING VOTES.

6. Paper Work Reduction Committee

Brig Gen Wheless

BRIG GEN WHELESS briefed the report and stated that two items would be presented for National Board consideration. These actions will wrap down the life of the Paperwork Reduction Advisory Board, except as a monitor for progress under the two proposed resolutions being brought forward. He reminded that the Paperwork Reduction Advisory Board was originally established for a 6-month period, which has expired. Gen Wheless also expressed appreciation to all the advisory board members for their help with all the paper work reduction recommendations.

(a) BRIG GEN WHELESS/CV moved and COL MURRELL/OH seconded that the National Board request the Executive Director, with assistance as needed from the volunteer membership, to conduct a Broad Area Review (BAR) of all existing and proposed CAP paperwork, including but not limited to regulations, manuals, pamphlets, forms, and tests. The objective should be to improve the quality and efficiency of our operations, thereby reducing the burden on our volunteer members, while enhancing safety and compliance with regulatory mandates, and minimizing all forms of risk. The Executive Director is requested to provide an interim report with recommendations, if available, to the fall 2003 National Executive Committee, and a final report with recommendations to the winter 2004 National Board.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION:

(1) National Board request the Executive Director to conduct a BAR, as moved and approved.

(2) Inclusion in fall 2003 NEC agenda (interim report with recommendations, if available)

(3) Inclusion in winter 2004 National Board agenda (final report with recommendations).

(b) BRIG GEN WHELESS/CV moved and COL KAUFFMAN/CS seconded that the National Board approve a policy that, as electronic processes are developed to replace paper forms, CAP units are authorized to use the electronic process of filing as an alternative to the paper form. This policy shall apply to all CAP publications.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Implementation of policy, notification to the field, and change to regulations for this purpose only.

7. Cadet Programs Committee

Col Glasgow

COL GLASGOW gave the following committee report:

“It has been a successful and busy year for the past several months. The amount of support we have seen from both wing commanders and activities directors has been immense. We would like to thank the leadership, and the members in the field should certainly be congratulated for their dedication and tireless efforts. In the past year this board has seen remarkable changes, both cadet new regulations, physical fitness training regulations, a cadet program officer specialty track and another pamphlet on staff duty analysis, which was preceded only by the required staff training. A lot of work, great tools for both cadet and program leaders. As we wind down the summer, we look for some recently identified issues to focus on. Initially, we would like to look at the physical fitness-training program that was in effect as of last April. It appears that there are two pressing issues. Many of the complications that we see perhaps failures have been with improper execution of specific exercise techniques. It became apparent that perhaps a video or some type of instructional material would be needed to show how to properly do these maneuvers. Rather than reinvent the wheel or task National Headquarters for such a video, we looked around at what we already had and found a fabulous production already available on the web from Col Pineda’s SER, specifically the Florida Wing. We have taken a link from the National Headquarters site and made that link available to make it easier to find. It shows how to properly do push-ups, sit and reach, and execute the different techniques. Right now we are seeing about half the problems that have been complained about in the field is because people do not know how to properly execute those techniques.

“The second item we will immediately look at is the sit and reach past. We understand that this has contributed to many people, even in good shape people, and we may need to reevaluate. Actually we can look at changing all the percentile rankings; however, I do need to remind you of how this was established. We established a base line at 50 percent, which is from the Mitchell Award. At the Mitchell level this organization is assuring that the cadet can complete the basic military training physical fitness exam. This is something we cannot deviate from to get that additional rank from the Air Force, from the other

military organizations. They have to be able to do that physical fitness level. Additionally, our entire physical fitness program is based on the President's Council on Physical Fitness so to change portions without changing the whole program is not something I think we want to deviate either. An example at the Mitchell level a cadet must demonstrate the physical fitness level at a 50-percentile rank. That simply means that they must be eligible to perform at a level that half of the teenagers across the nation can already do. That is not a bar that is raised extremely high, and of course, it is based upon both their age and their gender, and I have to say that even Col Allenback can complete that level. We will continue to look into these issues and concerns. Those units that are experiencing difficulties, please, first of all, make certain that you are having the cadet people run the conditioning properly.

"At the National Board meeting in Washington, DC, you asked us to look into the creation of a government-type activity hosted in DC concurrent with the winter boards. At this time, I would like to announce the newest national cadet activity, the Civic Leadership Academy. Recently, Col Amy Courter, Senior Advisor to the National CAC; Ray Bean, Rob Smith and Curt LaFond had a meeting at Maxwell AFB and they were able to establish the core curriculum for this activity that you asked for. The Cadet Civil Leadership Academy mission is to foster cadet officers, civic growth and interest of leadership and responsibility. This will be accomplished by providing opportunities for cadets to experience the federal government process, exposing the cadets to the role of the media and public dialogue, and enriching the cadet's critical thinking, have persuasive communications skills. Collocating the activity in Washington, DC, in conjunction with Legislative Day, will enhance the outcome. Initially, 24 cadets will be eligible to attend this activity, three from each region. Right now there is seed money available so that we can keep the cost down to comparable of any national activity, which is under \$200 a cadet. The academy topics include government basics, lobbying, congressional meetings, military liaison, media, and culminating with a visit to the hill and their representatives, hopefully with the region and wing commander of their units. I always look forward to another successful activity and I think this is where you directed us, to move toward this type of experience for the cadets.

"It has been a busy summer. We are ready to move ahead and look at other areas, but that is where we have been at this point. I thank you for your continued support."

8. Posse Comitatus Committee

Col Karton

COL PALERMO/NLO gave the committee report and stated that the committee worked on this issue for about 3 months. The committee reviewed law review articles on this issue, discussed it from an operational perspective, and added individual ideas, which resulted in three conclusions.

COL PALERMO, asked that the National Board concur and adopt the committee report on the posse comitatus issue with a backdrop that the Air Force is currently discussing this issue. He added, "We have asked Col Vogt, Air Force Senior Advisor, to provide us with as much information as he can and we hope to get that information in order to better attack how we are going to proceed. One of the recommendations is that we propose legislation to cure it. We also have an upcoming National Legal Officers College and would like to ask some college participants for help with drafting that legislation."

COL VOGT stated that the Air Force has addressed this issue several times and personnel at the HQ USAF/JAA and SAF/GC level say they are not going to look at it again. He added that a request was then made for JAA and GC to look at it from the context of homeland security based missions. Col Vogt said, "They have come back with an initial opinion that is not yet policy, but we are going to refer some questions back, they will give us some more. The genesis of where they are going as far as the Air Force opinion is, 'yes the posse comitatus doctrine still applies to the CAP when carrying out Air Force-assigned missions.' The logic being, it applies to the Air Force. Civil Air Patrol performs the non-combat missions of the Air Force, as an instrumentality of the Air Force; therefore, the posse comitatus doctrine transfers with that instrumentality. The opinions going back and forth between First Air Force, NORTHCOM, and Director of Homeland Security, are working together and in the current exercises going on now, they are looking at some of the employment concepts. They think the differentiation will be the purpose of the mission, whether or not the purpose of the mission is initiated as force protection and security versus law enforcement." Col Vogt added that when the policy does come down through JAA and is then turned into operational doctrine by the XO staff, it would come to CAP through XOH and XOHA.

COL PALERMO, acting committee chair, moved that the National Board adopt the following recommendation of the committee:

1. CAP should not be subject to the proscriptions of the Posse Comitatus Act, and CAP should seek legislation specifically exempting it from the Posse Comitatus Act.

2. Participation in Homeland Security missions performed by CAP, i.e., missions in aid of law enforcement, should be limited to aerial missions utilizing ground personnel for remote support only, i.e., communications and coordination as may be necessary. Ground teams should never be used directly in aid of law enforcement.

3. CAP should seek legislation to clarify that CAP will be deemed to be acting as an instrumentality of the United States when performing missions assigned by the AF (i.e., missions designated A or B pursuant to CAPR 60-1) or when performing any mission for Homeland Security or in aid of law enforcement as requested and/or assigned by any agency of the United States government, any

state, or any political subdivision of any state. This would ensure FECA and FTCA coverage for members of CAP and for CAP when performing AF assigned and Homeland Security missions.

MOTION CARRIED WITH NO DISSENTING VOTES.

9. Constitution & Bylaws Committee

Lt Col Palermo

COL PALERMO stated that the Constitution & Bylaws Committee recommends changes to the Constitution & Bylaws for approval of the Board of Governors the issue of the Director of Personnel, which is no longer a directorate, who was a member on two committees: (1) Constitution & Bylaws Committee, and (2) MARB.

COL PALERMO moved to recommend replacing DP with the LM, which is the Leadership & Membership directorate, and recommend that to the Board of Governors for adoption.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Draft changes to the Constitution & Bylaws and include in the 2004 winter National Board agenda for recommendation to the Board of Governors, and inclusion in the Board of Governors agenda for approval.

COL PALERMO stated for record that the present members of the Constitution & Bylaws Committee are: Susie Parker, George Boyd, Bill Webb, Stan Leibowitz, and Rock Palermo.

AGENDA ITEM 20

Action

SUBJECT: Old Business

1. ITEM: Proposed Changes to CAPR 123-2; Agenda Item 5 (p. 13) from March 2003 National Board. Item to be addressed at the August 2003 National Board.

No action taken.

2. ITEM: CAP Finance Officer; Agenda Item 8 (p. 19) from March 2003 National Board. The development committee is addressing this item in its report.

Action taken under Agenda 19.2.

3. ITEM: CAP Command Badge; Agenda Item 15 (p. 35) from the March 2003 National Board. Sent back to development committee. The development committee is addressing this item in its report.

Action taken under Agenda 19.2.

4. ITEM: Multi Year Renewals; Agenda Item 17-5 (p. 42) from the March 2003 National Board. Finance and development committee are addressing this item.

Action taken under Agenda 19.1.

5. ITEM: Creation of New Specialty Track; Agenda Item 17-7 (p. 43) from the March 2003 National Board. HQ is researching item.

6. ITEM: Recision of CAPR 60-2; Agenda Item 5 (p. 11) from the May 2003 NEC. The operations committee is addressing this issue.

7. ITEM: Standardized Corporate Aircraft Information File; Agenda Item 7 (p. 15) from the May 2003 NEC. HQ DO is addressing this issue.

8. ITEM: Cadet Program Realignment; Agenda Item 8 (p. 17) from the May 2003 NEC. A special committee chaired by Col Glasgow is addressing item.

9. ITEM: Standardized Checklists for CAP Aircraft; Agenda Item 14-6 (p. 32) from the May 2003 NEC. The operations committee is addressing this issue.

10. ITEM: Rapid Response Teams; Agenda Item 18 (p. 42) from the May 2003 NEC. The operations committee is addressing this issue.

ITEMS 5-10 are in a working stage at committee or National Headquarters level.

AGENDA ITEM 21

Action

SUBJECT: New Business

1. ITEM: Col Porco Complaint

MAJ GEN BOWLING, National Commander, relinquished the gavel to **Brig Gen Wheless**, National Vice Commander.

BRIG GEN WHELESS referred to a letter from **Lt Col J. Rock Palermo III**, Acting National Legal Officer, 23 Aug 2003, Re: Complaint by **Col A. Porco** to remove National Commander, CAPR 35-7, with enclosures, which was distributed to the National Board members. He asked that **Col Palermo** come forward to explain the meaning of that package and the objective of discussing it.

COL PALERMO/NLO referred to his legal opinion and explained that under CAPR 35-7, a ballot shall be furnished to each member of the National Board by which the members of the National Board may vote to convene to consider and vote on the issue of removal. With the distribution of the ballots, **Col Palermo** explained that “a YES vote means that you vote in favor of convening to consider removal, and a NO vote means you do not wish to convene to consider removal.”

BY SECRET BALLOT, the National Board voted not to convene. (Vote count: NO—60, YES—5, ABSTENTION—1)

BRIG GEN WHELESS stated that the chair declares the National Board will not convene for that stated purpose. There was clarification that, in the judgment of the chair and concurred by the National Legal Officer, this matter has been adjudicated by the board stating its wish to proceed no further.

BRIG GEN WHELESS relinquished the gavel back to **Maj Gen Bowling**.

MAJ GEN BOWLING expressed his sincere appreciation to the other National Board members for their vote of confidence.

2. ITEM: Electronic Signatures

COL OPLAND/DE referenced the three motions approved earlier in the meeting dealing with the conduct of electronic business. He stated that there is still a problem with signatures on paper forms to deal with and he will propose motions concerning those signature requirements.

PART I

COL OPLAND/DE moved and COL GLASGOW/NCR seconded that the National Board requests that the National Executive Director investigate electronic signature technologies suitable for sensitive CAP transactions, and provide a proposal for implementation, including costs, to the winter 2004 National Board.

Further, the Executive Director, along with the Chief Financial Officer and General Counsel, are requested to classify all current and future CAP forms as either sensitive or non-sensitive with respect to their signature requirements as soon as possible.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Staff action by EX, FM, and GC, and inclusion in the winter 2004 National Board agenda.

PART II

COL OPLAND/DE moved and COL GRANVILLE/NY seconded that the National Board adopt a policy that logging into CAP internet-based services with the username and password combination uniquely assigned to an individual shall be considered equivalent to signing a paper form by that individual for any non-sensitive transactions, as determined by the Executive Director, Chief Financial Officer, and General Counsel.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Implementation of policy, notification to the field, and change to regulations.

PART III

COL OPLAND/DE moved and COL PICKER/ID seconded that the National Board adopt a policy that logging into an e-mail account with the username and password combination uniquely assigned to an individual shall be considered equivalent to signing any non-sensitive correspondence or attachments transmitted with that account.

MOTION DID NOT PASS

3. ITEM: Authorized grade of Region Vice-Commanders

COL GLASGOW/NCR stated that it had been brought to his attention a practice in authorization that region commanders have the ability to approve the temporary grade of colonel for their vice commanders and later on, without any time preference or the requirement for region vice commanders to have been a wing commander, retain that grade of colonel.

COL GLASGOW/NCR moved and COL GROSHONG/PCR seconded that the National Board approve a policy that vice region commanders, (upon completion of their appointment) who have not served as corporate officers, will revert to the grade of Lieutenant Colonel, unless approved by the NEC, regardless of their grade when appointed.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: Implementation of policy, notification to the field, and change to CAPR 35-5, Section C, paragraph 13.a.

4. ITEM: Renaming of Leadership Ribbon

COL BOYD/KS stated that, as a Tuskegee Airman, he wanted to thank the board for the opportunity of presenting the following motion. He added, “General Benjamin O. Davis, Jr. was Commander of the 99th Pursuit Squadron during World War II, known currently as the Tuskegee Airmen. Occasionally, we have the opportunity to rename CAP ribbons.”

COL BOYD/KS moved and COL GROSHONG/PCR seconded that the National Board, with the concurrence of the Davis family, approve the renaming of the Leadership ribbon to the General Benjamin O. Davis, Jr. Leadership Ribbon in honor of this distinguished airman and honored American—the first black Army Air Corps general and the first Commander of the Tuskegee Airmen.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: National Headquarters staff action, notification to the field, and change to regulation.

5. ITEM: Wear of Current Gray 3-line Name Tag

COL HOLBROOK/KY moved and COL CASLER/MO seconded that the National Board adopt the wearing of the current gray 3-line name tag to be worn on the service dress coat until a new name tag is approved, effective September 2003, pending notification authorization from CAP-USAF.

MOTION CARRIED

FOLLOW-ON ACTION: After authorization from CAP-USAF, implementation of policy, notification to the field, and change to regulation.

6. ITEM: Additional Business Day at Summer National Board

COL McCONNELL/NATCAP moved and COL ROWELL/VT seconded that the National Board request the Executive Director to investigate the cost and feasibility of adding an additional day to the summer National Board in order to properly conduct CAP National Board business agenda items, with a report of the study to the winter 2004 National Board.

MOTION CARRIED WITH NO DISSENTING VOTES

FOLLOW-ON ACTION: EX action and inclusion in the 2004 winter National Board agenda.

AGENDA ITEM 22

LG

Information

**SUBJECT: Advanced Technology
Col Alexa**

INFORMATION BACKGROUND:

Col Alexa gave an overview of the Advanced Technologies Group's initiatives and accomplishments. This included the Searchers' Edge Initiative (Hyperspectral Imaging & Visual Computing Network), Beyond the Eyeball (IR Imaging and Night Vision), the new CAP Satellite Digital Imaging System (SDIS) and some history making events that occurred using some of our new technologies.

AGENDA ITEM 23

LG

Information

**SUBJECT: Partnership with ExxonMobil Lubricants
HQ CAP/EX**

INFORMATION BACKGROUND:

Stephen Sunseri, General Aviation Manager – Americas, for ExxonMobil Aviation Lubricants introduced the partnership to the National Board. ExxonMobil has partnered with CAP to offer aircraft lubricants at a discount price. Wings can establish an online account with ExxonMobil and save as much as 20% on bulk purchases of lubricants. CAP individual members are also eligible for a 10% discount on these lubricants. ExxonMobil has developed a user-friendly online e-store for CAP members to order products. This insures order efficiency, whether large or small, even in remote locations. A complete line of premium lubricants is available to CAP, including ExxonMobil's premium oil, Exxon Aviation Oil Elite 20W-50. This program has the potential to save CAP money, as well as, extend the life of our aircraft by using the best in aircraft lubricants

AGENDA ITEM 24

Information

**SUBJECT: Chaplain “Status of the Force” Brief
Ch, Col James H. Melancon, CAP**

INFORMATION BACKGROUND:

Col Melancon briefed the National Board on the status and progress of the chaplain service in Civil Air Patrol.

ADMINISTRATIVE/APPRECIATION/ANNOUNCEMENTS/INFORMATION

1. Maj Gen Bowling recognized and welcomed new National Board members who were first-time attendees: Col Allen Applebaum, PA Wg/CC; Col Timothy Cramer, VA Wg/CC; Col John Wilkes, MS Wg/CC; Col Rodney Ammons, LA Wg/CC; Col John Varljen, AZ Wg/CC; Col Frank Buethe, NM Wg/CC; Col Drew Alexa, CO Wg/CC; Col Russell Opland, DE Wg/CC.
2. Maj Gen Bowling presented National Board badges and administered the oath of office to Col Alexa, CO; Col Opland, DE; and Col Buethe, NM.
3. Maj Gen Bowling recognized departing National Board members: Col Karen Payne, CT Wg/CC; Col Michael Murrell, OH Wg/CC; Col George Boyd, KS Wg/CC; Col George Parker, TX Wg/CC; Col Larry Myrick, CA Wg/CC.
4. A promotion ceremony was conducted to pin colonel rank on Col Palermo, and Maj Gen Bowling presented him with NEC and National Board badges.
5. Maj Gen Bowling recognized and paid tribute to Mrs. Peggy Prince, who will soon retire after 22 years of dedicated service as administrative assistant to all five National Administrators/Executive Directors of CAP.
6. Col Allenback distributed the following documents:
 - a. An Updated homeland security brochure.
 - b. A pamphlet on the rules and authority of the National Operations Center. This information will be formalized in an upcoming regulation.
 - c. A copy of an EX letter, 21 Aug 03, Subject: Communications Table of Allowances with attachment: Communications Table of Allowances, v1.1, 21 August 2003.
7. Col Greenhut/NER announced the availability of a videotape of his last Power Point presentation, which was requested at the Winter 2003 National Board meeting. This video was recorded by Marc Huchette at National Headquarters and distributed to National Board members. In addition, a DVD of the presentation was distributed to region commanders. The presentation can be edited in the field for local application. The video was shown to board members.
8. Col Herndon, Rapid Response Coordinator, briefed and distributed a presentation folder containing the following items:

- a. **RAPID RESPONSE TRAINING OPERATION PLAN, approved by the NEC and CAP-USAF, Nov 02**
 - b. **Web Mission Information Reporting System (WMIRS) Checklist**
 - c. **Letter from Maj Gen Bowling on Rapid Response Capability**
 - d. **Information sheet on Rapid Response Teams—August 2003**
 - e. **Rapid Response for imminently serious missions—911T**
 - f. **FCAP Alerting System (color code and action required)**
9. **Col Murrell/OH stated that he will soon end his 4-year tenure and expressed his appreciation to CAP, CAP-USAF, and National Headquarters officials and staff for their outstanding support.**

THE NATIONAL BOARD RECESSED AT 1520, TUESDAY, 26 AUGUST 2003

THE NATIONAL BOARD ADJOURNED AT THE CLOSE OF THE BANQUET ON WEDNESDAY, 27 AUGUST 2003.